

### **Bakersfield District Office Lease Renewal**

Franchise Tax Board Staff recommends the approval of a Form 9 to renew the lease at the Bakersfield Franchise Tax Board office, for a short firm term period of 2 years. This lease currently expires on 12/31/03. The Bakersfield location is a Tax Service Center where FTB is co-located with the Board of Equalization (BOE) and the Employment Development Department (EDD). There are three FTB programs represented at this site, Collections, Audit, and Special Investigations, with a total of 9 FTB employees. The Collection Program is staffed with six employees, the Audit program has two employees, and Investigations has one staff person who works out of the Bakersfield office.

Of the total space leased by all three Tax Service Center Partners in this location, FTB has 19 per cent, or 2,822 square feet out of the total 14,822 square feet shared by the partners. The FTB's share of the rent at this location is approximately \$60,000 annually.

### **Chicago Audit Office Lease Renewal**

Franchise Tax Board Staff recommends the approval of a Form 9 to renew the lease for the Chicago Audit Office. This lease currently expires on 2/28/04. The FTB Audit Branch has indicated they intend to stay in the current Chicago location with only minor tenant improvements. The existing 11,400 square feet at the FTB Chicago location began with 44 staff members in 1994 and currently houses 54 staff within the original space. Four more staff are planned in this location, if budget conditions allow. Annual rent at the Chicago office is approximately \$400,000 annually.